

## REQUESTED INFORMATION FOR A PRE-APPLICATION MEETING

A Pre-application meeting is highly recommended, because 1) it will facilitate a complete application, and 2) result in quicker processing times which may lower your application fees and other costs. It also affords you an early opportunity to meet with us and help you to understand why you are required to obtain an APP. This is also your opportunity to present your facility's operations and discuss issues relevant to its permitting, such as groundwater monitoring, design, operations and closure. With this knowledge of your facility, we can help you focus on those parts necessary to complete the APP review process, whether it be an application, modification or transfer. An applicant for an APP should provide, and be prepared to discuss, the following information at the meeting:

- # Location map - such as a state road map, showing general location of the facility
- # Topographic map - showing location of the facility (7.5 min. USGS quadrangle map, if available. Map must show Township, Range, and Section)
- # Site map - showing all existing and planned features of the site, if known
- # Proposed (conceptual) or as-built design features of discharge control measures and a description of how the facility will be designed, constructed and operated as to ensure the greatest degree of discharge reduction achievable
- # Discharge characterization (from each discharging facility)
  - C Discharge rate
  - C Chemical composition of discharge
- # Hydrogeologic information
  - C Ambient groundwater quality
  - C Groundwater depth and flow direction
  - C Rock and soil types in site vicinity
  - C Subsurface lithology - driller's logs may be available from the Arizona Department of Water Resources (ADWR)
  - C Wells, and their uses, within ½ mile radius of site (available from ADWR)  
Identify nearest well to the site if no wells are within ½ mile
  - C Location of surface water bodies and ephemeral streams in the site vicinity
  - C Groundwater quality data
- # Planned life of facility
- # Information on past land use
  - C Previous facility discharges (quantity and quality)
  - C Other activities in the area that might have affected groundwater quality
- # **BEFORE THE MEETING, PLEASE REVIEW THIS ENTIRE PACKET. BRING ANY ADDITIONAL INFORMATION WITH YOU THAT MAY APPLY TO YOUR PROJECT.**

# SAMPLE AGENDA FOR A PRE-APPLICATION MEETING

## **Aquifer Protection Permit Pre-Application Meeting** **[facility name]** **[date]**

- # Introductions
- # Purpose of meeting (ADEQ staff)
- # Facility description (Applicant)
  - < Location / background / history
  - < Design, operational details, expected life, etc.
  - < Waste characterization
  - < Existing hydrologic / geologic information
- # Discussion of essential elements of an APP application (ADEQ staff)

<ul style="list-style-type: none"><li>&lt; Baseline analytical requirements (waste and groundwater)</li><li>&lt; Compliance with Aquifer Water Quality Standards</li><li>&lt; Establishing a point of compliance</li><li>&lt; BADCT demonstration</li><li>&lt; Hydrogeologic information</li><li>&lt; Alert levels</li><li>&lt; Discharge limitations</li></ul>	<ul style="list-style-type: none"><li>&lt; Monitoring requirements</li><li>&lt; Contingency plans</li><li>&lt; Compliance schedules</li><li>&lt; Temporary closure plans</li><li>&lt; Closure plans</li><li>&lt; Technical capability demonstration</li><li>&lt; Financial capability demonstration</li><li>&lt; Environmental enforcement actions</li><li>&lt; Zoning</li></ul>
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- # Coordination with other programs
- # Obligations of the Applicant & ADEQ under Licensing Time Frames (LTF)
  - < The application process and its time frames
  - < Points in the LTF process where automatic notices are generated
  - < The Pre-application agreement
  - < Discussion of other LTF agreements (as necessary and appropriate)
- # Opportunity for scope of work / proposal for site investigations or other aspects of the project
- # Determine application schedule